

December 13, 2002

To: Supervisor, Yvonne Brathwaite Burke, Chair
Supervisor Gloria Molina
Supervisor Zev Yaroslavsky
Supervisor Don Knabe
Supervisor Michael D. Antonovich

From: David E. Janssen
Chief Administrative Officer

SHERIFF BOARD LETTER REQUESTING TO RETROACTIVELY ISSUE A PURCHASE ORDER TO AMERICAN MEDICAL RESPONSE OF SOUTHERN CALIFORNIA (AMR) FOR NON-EMERGENCY INMATE PATIENT TRANSPORTATION SERVICES (ITEM NO. 97, AGENDA OF DECEMBER 17, 2002)

The Chief Administrative Office's recommendation on Item No. 97 is policy since they are requesting Board approval to issue a retroactive purchase order. The Sheriff's Department is requesting: 1) approval for the Internal Services Department (ISD), as the County's Purchasing Agent, to issue a retroactive purchase order (PO) in the amount of \$122,000 to American Medical response of Southern California (AMR) for non-emergency inmate patient transportation services provided during the period of April 1, 2002 through December 31, 2002; and 2) approval for ISD to issue a PO for six (6) months in the amount of \$74,500 to AMR for the continuation of non-emergency inmate patient transportation services from January 1, 2003 through June 30, 2003.

Non-emergency inmate patient transportation services provided prior to April 1, 2002 were authorized and provided by AMR through PO No. T19304. Although the PO did not expire until June 30, 2001, available funding for these services was exhausted by March 2001 and could not be supplemented as expenditures had exceeded ISD spending authority of \$100,000. Services were continued without proper spending authority as the Sheriff is legally mandated to provide transportation for inmates to attend medical appointments or to receive access to medical treatment.

The Department is currently working with the Department of Health Services (DHS) to establish a Memorandum of Understanding (MOU) for the provision of these services. In the event the Departments are unable to reach an agreement, the Sheriff will seek to establish a contract with an ambulance service provider.

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This is one of the items identified by the Sheriff as a procurement violation and was disclosed to your Board on November 20, 2002. While it is not our policy to recommend approval of retroactive contracts, we have placed this item on the December 17, 2002 Board Agenda for your consideration as a policy issue.

If you have questions or require additional information, please contact Brian Mahan at (213) 893-2297.

DEJ:DL
RG:BM:ljp

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